



**EMERGENCY TELEPHONE SERVICE COMMITTEE MEETING**  
**Michigan State Police Training Academy**  
**Lansing, Michigan**

**March 23, 2004**  
**9:30 a.m.**

**MEETING MINUTES**

<b>MEMBERS PRESENT</b>	<b>REPRESENTING</b>
Sheriff Dale Gribler, Chair	Michigan Sheriffs' Association
Lt. Col. Peter Munoz, Vice Chair	Department of State Police
Ms. Suzan Hensel	National Emergency Number Association
Mr. William Charon	Michigan Communications Directors Assoc.
Mr. Steve Berenbaum	Telecommunications Association of Michigan
Mr. Leonard Norman, alternate for Mr. John Buczek	Fraternal Order of Police
Ms. Patricia Coates	Assn. of Public Safety Comm. Officials
Mr. Charles Nystrom	Public Member, House Appointee
Mr. James Loeper, alternate for Mr. Robert Struck	UP Emergency Medical Services Corporation
Mr. Scott Temple	Commercial Mobile Radio Service
Tpr. Michael Moorman	Michigan State Police Troopers Association
Mr. Hugh Crawford	Michigan Association of Counties
Lt. Jim Hull	Deputy Sheriff's Association
Mr. Lloyd Fayling	Public Member, Senate Appointee
Ms. Norene Lind	Dept. of Labor and Economic Growth
Mr. Dale Berry	Michigan Association of Ambulance Services
Chief Kay Hoffman	Michigan Association of Chiefs of Police
Mr. Daniel Kearney	Michigan Public Service Commission
Chief Bill Nelson, alternate for Chief Paul Trinka	Michigan Association of Fire Chiefs
Mr. John Hunt	Public Member, Governor's Appointee
Mr. Monty Nye, alternate for Mr. Paul Hufnagel	Michigan Professional Firefighters Union

<b>STAFF SUPPORT</b>	<b>REPRESENTING</b>
Sgt. Matt Bolger	Michigan State Police
Ms. Mary Jo Hovey	Michigan State Police
Ms. Jodie Frese	Michigan State Police

The Emergency Telephone Service Committee (ETSC) meeting was called to order by Sheriff Dale Gribler at 9:30 a.m.

**APPROVAL OF MINUTES**

A **MOTION** was made by Lt. Jim Hull to approve the minutes of the December 9, 2003, ETSC meeting. Supported by Chief Kay Hoffman, the motion carried.

**CHAIRPERSON'S REPORT**

**A. Introduction of New Members**

Ms. Suzan Hensel will now represent the National Emergency Number Association (NENA) on the ETSC, replacing Mr. Paul Rogers who has retired from the board.

Ms. Patricia Coates is the new representative for the Association of Public Safety Communication Officials (APCO), replacing Ms. Suzan Hensel.

Tpr. Michael Moorman is the new representative for the Michigan State Police Troopers Association (MSPTA), replacing Sgt. Ron Johnson who has left the board.

#### **B. Subcommittee Chairs**

Sheriff Gribler announced that all but one of the ETSC subcommittee chairs will continue this year. Ms. Suzan Hensel, chair of the Wireless Implementation and Ring Delay Subcommittees, needs to step down due to work commitments. Mr. Lloyd Fayling will serve as the new chair of the Wireless Implementation Subcommittee. The Ring Delay Subcommittee will be dormant as a need has not been expressed to continue with this subcommittee.

#### **C. Spill Notification**

Senator Jud Gilbert's office is introducing legislation regarding spill notification. Ms. Patricia Coates reports mixed responses from PSAPs across the state. Sheriff Gribler feels PSAPs should be notified of spills and pass the information to their local emergency management. The local Emergency Response Coordinator is ultimately responsible for countywide spill notification plans.

Ms. Hensel cautioned that if PSAPs do not already have a plan in place, it takes a great deal of cooperation among the various county entities. Plans need to be drafted to change according to the type of spill. If a PSAP is the inception point, they will need to make sure the appropriate notifications are made. A protocol needs to be in place that employees can lay their hands on. It requires considerable coordination and training of employees in the center and is not something that comes easily.

Sheriff Gribler stated contact will be made with Senator Gilbert's office to voice the ETSC's concerns.

#### **C. Voice Over Internet Protocol (VOIP)**

Sheriff Gribler appointed a subcommittee of Mr. William Charon, Ms. Patricia Coates, and Ms. Suzan Hensel to compose a position paper on the ETSC's stand on VOIP by April 2, 2004. Ms. Harriett Miller-Brown volunteered to serve. Any others wishing to volunteer should contact one of the subcommittee members. The position paper will be forwarded to the MSPC.

### **OLD BUSINESS**

#### **A. Kalkaska County Update**

Sheriff Dale Gribler, Mr. William Charon, Ms. Christina Russell, and Mr. Paul Rogers will conduct interviews at the Kalkaska County Dispatch Center, April 4-5, 2004. It is anticipated the audit will be wrapped up within a couple weeks following their visit. Sheriff Gribler will call a special meeting of the ETSC the end of April to review the audit findings. (Update: This meeting has been scheduled for April 29, 2004, 10 a.m., at the Michigan State Police, 4000 Collins Road, in Lansing.)

#### **B. 3 Cent Fund Update**

Lt. Col. Peter Munoz advised that the 3 Cent Fund monies have been distributed to the top rated proposals as noted in the Schumaker Report. The last recipient received a partial grant reward of the remaining available funds, which was short of their original request. The total amount rewarded was \$1.8 million. Interest that accumulated during the last quarter and has not yet posted to the account will be forwarded to the last recipient when it becomes available. A synopsis of the recipients will be forwarded via e-mail to ETSC members.

### C. State Coordinator Update

The position description for the State 9-1-1 Coordinator has been forwarded to the Department of Management and Budget (DMB) by MSP's Human Resources Division. Lt. Colonel Munoz anticipates having the individual in place sometime during the month of June. (Update: Since this meeting, approval has been received by DMB and Civil Service to move forward with filling the position. A posting for resumes was added to the ETSC web site on April 9, 2004, with resumes due by 5 p.m. on April 23, 2004.)

## MPSC IMPLEMENTATION OF HB 4439

HB 4439 establishes costs that a local exchange carrier may recover related to compliance with the Wireless Emergency Services Order. Mr. Dan Kearney noted he is not legally able to discuss case number U-14000, the contested case required by 2003 PA 244 to establish these costs. Interested parties had until January 23, 2004, to provide comments on the case. An order is due to be issued by the MPSC on June 29, 2004. All documents (excluding proprietary) are available on the MPSC web site for viewing at [www.michigan.gov/mpsc](http://www.michigan.gov/mpsc).

## CMRS SUBCOMMITTEE REPORT

### A. Review of Invoices

Lt. Colonel Munoz noted that ETSC members were provided with copies of the invoices. Support staff had previously removed all information identifying the CMRS suppliers from the documents. Contact was made by support staff with the Department of Treasury representative to confirm if the CMRS suppliers are registered with the State of Michigan and if funding has been contributed under the Federal identification numbers provided by the suppliers.

A **MOTION** was made by Mr. James Loeper to approve payment of **INVOICE 03-0073** in the amount of \$49,470.00. Supported by Ms. Patricia Coates, the motion carried.

Mr. Lloyd Fayling noted that the reason for voting on each invoice separately has changed over time. The committee may be better served in this instance today to vote on the invoices recommended for reimbursement as a group, as they have been listed out by supplier ID. Invoices not recommended for payment will be handled on a case-by-case basis.

Mr. James Loeper **WITHDREW** his first **MOTION** for approval of payment of **INVOICE 03-0073** in the amount of \$49,470.00. Supported by Mr. James Hull, the motion carried.

A **MOTION** was made by Mr. Lloyd Fayling to approve payment of the following **INVOICES**:

<b>03-0073</b>	in the amount of	\$49,470.00
<b>03-0087</b>	in the amount of	\$74,839.13
<b>03-0088</b>	in the amount of	\$79,064.13
<b>03-0089</b>	in the amount of	\$79,064.13
<b>04-0020</b>	in the amount of	\$75,424.13
<b>04-0021</b>	in the amount of	\$76,049.13
<b>04-0022</b>	in the amount of	\$77,309.13
<b>03-0074</b>	in the amount of	\$154,728.05
<b>03-0075</b>	in the amount of	\$161,949.00
<b>03-0083</b>	in the amount of	\$91,258.86
<b>04-0005</b>	in the amount of	\$8,250.00
<b>04-0006</b>	in the amount of	\$77,853.03
<b>04-0008</b>	in the amount of	\$69,753.00
<b>04-0009</b>	in the amount of	\$24,750.00
<b>04-0010</b>	in the amount of	\$37,868.23

**04-0011** in the amount of \$8,250.00  
**04-0012** in the amount of \$640,352.96  
**03-0076** in the amount of \$38,475.19  
**03-0084** in the amount of \$28,604.31  
**04-0013** in the amount of \$35,620.06  
**04-0016** in the amount of \$32,664.99  
**03-0077** in the amount of \$100,522.00  
**03-0086** in the amount of \$79,647.00  
**04-0004** in the amount of \$57,320.38  
**04-0014** in the amount of \$231,356.15  
**03-0079** in the amount of \$3,943.23  
**03-0085** in the amount of \$3,943.23  
**04-0003** in the amount of \$3,943.23  
**04-0019** in the amount of \$3,943.23  
**03-0081** in the amount of \$52,926.67  
**03-0082** in the amount of \$53,521.13  
**04-0001** in the amount of \$487,344.49  
**04-0007** in the amount of \$281,590.38  
**04-0017** in the amount of \$35,739.31  
**04-0002** in the amount of \$819,560.42  
**04-0018** in the amount of \$181,414.10

Supported by Chief Kay Hoffman, the motion carried.

**INVOICE 03-0078** – Discussion centered on the chip set cost. Mr. Scott Temple explained that if a new wireless telephone is not obtained, the old wireless telephone would need to be upgraded. This is a piece of equipment to make the telephone operable to comply with the Act. He believes that is where the chip set cost originated. A question was raised as to how the ETSC can be assured this cost is not also being passed on to the customer. It was further noted that this invoice is based on estimated costs. In the past, the ETSC has not approved expenses based on estimates.

A **MOTION** was made by Mr. James Loeper to deny payment of **INVOICE 03-0078** in the amount of \$7,871,395.00, as expenses are based on estimated costs and clarification needs to be obtained on the chip set expenses. Supported by Ms. Patricia Coates, the motion carried.

Discussion then centered around previously approved **INVOICE 04-0012**, as this invoice also included fees for handset deployment. The committee feels that this invoice should also have further clarification of these expenses, does the technology meet the criteria of the Act, and to insure the costs are not also being passed on to the customer. Lt. Colonel Munoz inquired of Mr. David Voges, Attorney General's Office, if this is something they would look at to determine. Mr. Voges stated that their office would be willing to go back and review the Order and discuss it with the CMRS Subcommittee. However, items covered are policy decisions by the CMRS Subcommittee.

A **MOTION** was made by Mr. Dale Berry to withdraw approval of **INVOICE 04-0012** in the amount of \$640,352.96. Additional information will be requested from the supplier to clarify handset deployment costs and to insure costs are not also being passed to the customers. Supported by Chief Bill Nelson, the motion carried, with one opposed.

**INVOICE 03-0080** – The Department of Treasury has advised that this supplier has no funds available. At the last ETSC meeting, this supplier was paid at 125 percent of available funds. The supplier has not made any further contributions to the fund.

A **MOTION** was made by Chief Kay Hoffman to deny payment of **INVOICE 03-0080** in the amount of \$37,942.74 as no funds are available under the Federal identification number provided by this supplier. Supported by Mr. Dale Berry, the motion carried.

**INVOICE 04-0015** – The Department of Treasury has advised that this supplier has no funds available. The supplier was previously reimbursed and has not made any further contributions to the fund.

A **MOTION** was made by Chief Kay Hoffman to deny payment of **INVOICE 04-0015** in the amount of \$205,873.98 as no funds are available under the Federal identification number provided by this supplier. Supported by Lt. Jim Hull, the motion carried.

#### **B. Wireless Companies Opting Out (per HB 4439)**

Lt. Colonel Munoz has had a request from a tax research firm looking for a list of companies opting out of the CMRS fund. It was mutually agreed by the ETSC that each company opting out will be announced at an ETSC meeting and that information included in the meeting minutes. Anyone interested in knowing who has opted out may view the ETSC minutes on the web site.

Written notification has been received by T-Mobile that they are opting out of the CMRS fund per HB 4439.

#### **C. Senate Bill 1015**

Senate Bill 1015 has been introduced by Senators Cherry and Emerson that includes “an amount not to exceed \$12,000,000 for the annual rental obligations of the state building authority under the bonds issued to finance the Michigan public safety communications system project.” Sgt. Matt Bolger stated the bill has passed the Senate (with one vote against) and is now before the House. These monies are proposed to come from the CMRS fund. The MPSCS is part of the Department of Information Technology, and not the State Police.

Sheriff Gribler noted that last fall the Governor was set to introduce an Executive Order to move this money, but it did not occur.

#### **D. Pre-approval Guidelines**

The pre-approval guidelines are in process and will be introduced at the June ETSC meeting.

### **CALL MANAGEMENT SUBCOMMITTEE REPORT**

Sheriff Dale Gribler stepped down as chair of the Call Management Subcommittee. Tpr. Michael Moorman will now serve as chair.

### **DISPATCHER TRAINING SUBCOMMITTEE REPORT**

The subcommittee amended 22 applications as they had carried MCOLES certified police officers in their total FTE's. Many questions have arisen as to why certified police officers are no longer eligible. It has been the subcommittee's opinion that these officers have access to other training funds.

Eight applications were denied for various reasons.

Mr. Andy Goldberger advised that Sturgis and Redford may be losing their dispatchers this year and inquired how this will affect their funds. Mr. Nystrom will contact them to discuss.

A **MOTION** was made by Mr. Charles Nystrom to approve 149 applications from primary PSAP's as eligible for Dispatcher Training Funds. Supported by Ms. Suzan Hensel, the motion carried.

Mr. Charles Nystrom advised that MCOLES will review the dispatcher training classes and post the approved classes on the MCOLES website. The MCDA, APCO, and ETSC web sites will carry a link to the MCOLES site for obtaining the information. Turnaround time for reviewing and assigning of course approval numbers is being reduced to approximately one week. MCOLES will also be looking at conferences and what may be accepted for training fund use.

A **MOTION** was made by Mr. Charles Nystrom to approve the MCOLES process for training and request approval as stated in their letter dated March 22, 2004. Supported by Mr. William Charon, the motion carried.

#### LEGISLATIVE ACTION SUBCOMMITTEE REPORT

##### A. Legislative Package Update

Lt. Colonel Munoz provided an overview of the legislative issues and their status. Several initiatives have been addressed by HB 4439. Senator Olshove's office advised the sunset of the Act will not be addressed until 2006, just prior to it sunsetting. The MLTS technology issue is being redrafted by bill drafters using sample legislation from Illinois as a guide. Contact will be made with Mr. Paul Rogers on the status of the parity issue.

Sergeant Bolger stressed the importance of ETSC members contacting their Legislators on these initiatives to keep the process moving forward. Concern was expressed regarding the hold on the sunset issue until 2006. Not extending the sunset now would delay counties from obtaining a ballot proposal. Sheriff Gribler encouraged ETSC member to approach their Legislators on this issue also.

#### RE-CERTIFICATION SUBCOMMITTEE REPORT

Mr. William Charon stated that language in HB 4439 overrode the recertification criteria that was previously set by the ETSC. As a result, a letter was sent out in February outlining the new criteria and deadlines, and advising if it appeared PSAPs would meet compliance deadlines. This caused some confusion and additional correspondence will be sent to clarify and verify compliancy.

Public Act 244 (formerly HB 4439) requires a county to be Phase I compliant by June 30, 2004, and Phase II compliant by June 30, 2005. If a county is not compliant by the deadlines, the county can only use funds to purchase equipment to become compliant. If not compliant with Phase I by December 31, 2004, and Phase II by December 31, 2005, a county is not eligible to receive funding. Compliant means a county's PSAPs have equipment capable of receiving Phase I or Phase II calls.

Mr. Charon noted that letters have been received from all 83 Michigan counties requesting 5<sup>th</sup> year funding. In addition, 9-1-1 plans are on file for each of these counties.

A **MOTION** was made by Mr. William Charon to certify with the Department of Treasury all 83 counties as eligible to receive funds for the 5<sup>th</sup> year. Supported by Mr. Charlie Nystrom, the motion carried.

#### PUBLIC COMMENT

Mr. Robert Currier extended an invitation to attend the Michigan NENA 9-1-1 Conference in Grand Rapids, May 10-12, 2004. Information on the conference can be obtained from the NENA website at [www.michigannena.org](http://www.michigannena.org).

Ms. Pat Anderson of SBC advises that Ontonagon and Keewenau counties are now online with enhanced 9-1-1. Baraga, Gogebic, and Schoolcraft are the only remaining counties in the Upper Peninsula without enhanced 9-1-1.

Mr. Goldberger reported that he, Sheriff Gribler, Mr. Currier, and Ms. Hensel traveled to Washington to lobby and learn more information on a number of 9-1-1 related issues.

#### **NEXT MEETING**

The next meeting is scheduled for June 15, 2004. Sheriff Gribler is moving the start time back to 10 a.m. for this and future meetings.

In addition, Sheriff Gribler is looking at possible meeting space at the State Capitol, Room 426. Staff will look at the room to assure it is adequate for the committee's needs and advise.

#### **ADJOURN**

A motion was made by Mr. James Loeper to adjourn the meeting. Supported by Mr. Charles Nystrom, the motion carried

Approved:

SHERIFF DALE GRIBLER, CHAIR